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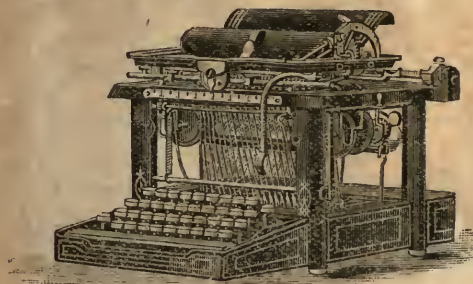
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ACME

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The only System which combines legibility
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— BY —

F. J. MULVEY,

Member of the Institut Stenographique, des deux Mondes of Paris.

Published by the Acme Phonography Company,

WASHINGTON, D. C.

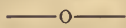
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P R E F A C E .



The introduction of a new system of Shorthand into the already well-stocked market can be excused, or justified, only on the ground that it contains features which make it superior to any of the systems now in use. And although to rapid writers of the older systems we know that it sounds like heresy to speak of improvement or advance in Shorthand, yet we know from experience that the "Acme System of Phonography," taught by us in Washington for the past two years, possesses all the good points of the best systems now in use, has many peculiarly its own, and has none of the drawbacks, or disadvantages, that mark nearly every system invented up to the present time.

The "Acme System of Phonography," is a modification of the system of M. Duploye, taught universally in the schools of France, and almost exclusively used in all its public institutions. An adaptation of it for the English language, was made some years ago by Mr. Sloan, of London, and called the "Sloan-Duployan System;" the same system, considerably modified and improved, we have called the "Acme System of Phonography."

The good points of any really good system of Phonography intended for general use in correspondence and reporting, can be reduced to these essential ones:—1st, simplicity; 2d, brevity; 3d, legibility; 4th, speed. In verbatim reporting speed is an essential condition that cannot be dispensed with; and no system can be considered worth the trouble of acquiring unless it can satisfy every demand made upon it in this respect. On this point we do not claim for the "Acme System" superiority over any

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PREFACE.

other first class system ; but we claim that a good Acme writer can do as well as a good writer of any other system and learn to do it in a much shorter time. Speed is secured by brevity of the word-outlines ; but brevity and speed without *easy legibility* of what is written were useless ornaments.

This point of legibility is one of the characteristic excellences of the "Acme System." All other systems giving high rates of speed have their word-outlines so brief as to be merely arbitrary signs, and to be wholly unintelligible to any one but the writer of them, and unintelligible even to the writer one month after the notes were taken. Not so the "Acme" writing, it is as easily interpreted in ten years as in ten months after the writing, and is as easily read by others who know the system as rapidly written long hand of the same writer would be. Another point in which the Acme system stands alone is its *simpli-city*. So simple is it in detail that children of *twelve years of age can learn it*. We do not mean by this that here and there a bright twelve year old child was found who could read or write a few phrases in the shorthand characters, but we have successfully taught the system, in one of the schools of Washington, to a class of boys whose ages ranged from ten to thirteen years. The time required for adult students to learn the system is about *two months*. In other systems it requires as many years and even then only the very brightest students can make any use of what they have acquired with so much study and application. The dullest student can acquire a thorough knowledge of the "Acme System." But speed must of course be proportioned to the amount of application of each one in particular.

F. J. MULVEY.

N. B.—In proof of the claims we have advanced in the foregoing remarks, we give on another page extracts from some of the testimonials already received from a few of our pupils.

Washington, D. C., Jan. 1888.

ACME PHONOGRAPHY.

ALPHABET.

(NOTE.—With a view especially to the more ready comprehension of the vowel rules which follow later on it has been found convenient to divide the consonant signs into the somewhat arbitrary classes of *horizontal*, *vertical*, and *curved* signs. The horizontal signs are straight-line signs traced from left to right; the vertical signs are straight-line signs traced downwards; and the curved signs include all those which, in whatever direction traced, have a curved outline.)

CONSONANTS.

		T	D	L	R	
Horizontal:		—	--	/	/	
		P	B	K	G and J	H
Vertical:				/	/	\
		F	V	W	KW	TH Y
Curved:		⤵	⤶	⤷	⤸	⤹
	M	N	NG	S and Z	SH and ZH	CH
	⤵	⤶	⤷	())

NASAL SOUNDS.

an, en, in	on, un	ine	oin	own
⤵	⤶	⤷	⤸	⤹

VOWELS.

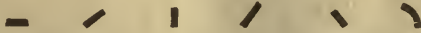
ä	au, o	uh	oo	ā	ē	ě, i
◦	○	⊙	⊙	⊙	⊙	⊙


DIPHTHONGS.




ī	oi	ū	ow
⊙	⊙	⊙	⊙

Note 1. "R" is added to the following letters : t, d, l, r, p, b, k, g and j, h, f, v, w, kw, th, and y, by merely thickening the signs, thus :

TR LR PR KR HR FR etc.



Note 2. "R" is prefixed to the following letters: m, n, ng, s and z, sh, and zh, ch, by thickening the sign, thus: RM 

Note 3. "R" is added to the Nasal Signs by merely thickening the  sign. Example: anr , onr , etc.

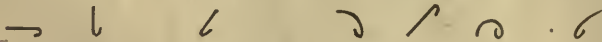
Note 4. "S" is prefixed to all consonants by bending the beginning of the sign into a small hook, thus:

ST SP SK SF SL SM SW



Note 5. "S" is added to all the consonants by bending the termination of the sign into a small hook, thus:

DS BS GS and JS VS RS NS KWS



POSITION OF VOWELS.

Rule 1. Circles and ovals are joined with horizontal signs.

- (a) Initial, below.
- (b) Terminal, above.
- (c) Medial, above, when the two consonants form a straight line; but when the consonants do not form a straight line the vowel must be traced outside the angle.

Rule 2. Circles and ovals are joined with horizontal signs,

- (a) Initial, on the left.
- (b) Terminal, on the right.
- (c) Medial, on the left, when the consonants form a straight line; but outside the angle when this occurs.

Rule 3. Circles and ovals are joined with curved signs.

- (a) Initial, inside the curve.
- (b) Terminal, inside the curve.
- (c) Medial, between two curves; inside the second; between a curved and a straight outline always inside the curve.

FIRST LESSON.

VOWELS AND DIPHTHONGS.

- ä, ○ as in at, add, cad, mad.
 ī, ◊ as in height, light, isle.
 oi, ○ as in oil, boy, alloy.
 au, }
 o, } ○ as in odd, ode, laud, load.
 uh, ⊙ as in up, pup, tub.

CONSONANTS.

T D P B F V
 — — | | \ \

Note 1. "R" is added to the above consonants by merely thickening the sign, thus:

TR DR PR BR FR VR
 — — | | \ \

Note 2. "S" is prefixed to all the above consonants by bending the beginning of the sign into a small hook, thus:

ST SD SP SB SF SV
 < < ʌ ʌ ʌ ʌ

Note 3. "S" is added to all the above consonants by bending the termination of the sign into a small hook, thus:

TS DS PS BS FS VS
 > > ʌ ʌ ʌ ʌ

POSITION OF VOWELS.

Rule 1. Circles are joined with horizontal signs.

- Initial, below.
- Terminal, above.
- Medial, above, when the two consonants form a straight line; but when two consonants do not form a straight line the vowel must be traced outside the angle.

Rule 2. Circles are joined with vertical signs.

- Initial, on the left.
- Terminal, on the right.
- Medial, on the left, when the consonants form a straight line; but outside the angle when this occurs.

When a vowel occurs between "R" and another consonant, the thickening of the second consonant requires the omission of the vowel.

FIRST LESSON—Exercise.

ɹ	at	ʃ	sputter
ɔ	oat	ɔ	props
ɔ	utter	ɔ	bob
ɔ	toe	ɹ	bribe
ɹ	try	ɔ	bow
ɹ	tie	ʃ	bought
ɔ	taught	ʃ	brought
ɔ	trots	ɹ	brighter
ɹ	add	ʃ	prods
ɔ	odd	ɹ	bride
ɔ	odor	ɔ	bats
ɔ	straw	ɔ	off
ɔ	daw	ɔ	offers
ɔ	draw	ɹ	fife
ɹ	dries	ɔ	foe
ɔ	dot	ɔ	over
ɔ	daughter	ɹ	vie
ɔ	up	ɹ	after
ɔ	upper	ʃ	fought
ɔ	pop	ɹ	fight
ɔ	paw	ɹ	fats
ɹ	pat	ɹ	vats
ʃ	pots	ɔ	votes
ʃ	spot	ʃ	void

FIRST LESSON—Continued.

Ⓣ	tops	Ⓣ	frogs
Ⓢ	stop	Ⓢ	strive
Ⓢ	stub	Ⓢ	prize
Ⓢ	tub	Ⓢ	fry
Ⓢ	stripe	Ⓢ	paupers
Ⓢ	tough	Ⓢ	above
Ⓢ	stove	Ⓢ	dove
Ⓢ	fop	Ⓢ	drove
Ⓢ	advise	Ⓢ	toad
Ⓢ	straps	Ⓢ	adds
Ⓢ	address	Ⓢ	does
Ⓢ	dried	Ⓢ	dies
Ⓢ	died	Ⓢ	fodder
Ⓢ	strides	Ⓢ	brat
Ⓢ	tribes	Ⓢ	broad
Ⓢ	bad	Ⓢ	papa
Ⓢ	trotter	Ⓢ	proper
Ⓢ	spies	Ⓢ	pride
Ⓢ	totter	Ⓢ	patter
Ⓢ	apt	Ⓢ	butter
Ⓢ	tap	Ⓢ	post
Ⓢ	trap	Ⓢ	boast
Ⓢ	frook	Ⓢ	past
Ⓢ	frocks	Ⓢ	dusters

B. O. BAKER
LAWYER
DALLAS, TEXAS

FIRST LESSON—Continued.

of	}	he	}	and	—	a	}	is	(
off	}	his	}	on	∪	i	}	to	}
or	}	him	}	in	∩		}	the	}



(The above are special contractions for words of frequent occurrence and should be learned thoroughly.)

Strive to stop the fight. The boys trod on the oats. Todd advised Bride to draw a draft. Ope the door for the daw and the dove. Tie the boat to the tough upper strap. The daughter of Pat bought a fife and a top. Papa taught Bob and his bride to draw. He forbade the fight. The boy bought a bad bat. Bob bribed the pauper to vote. Add oats and straw for the driver. Put the tub into the vat. He bought a pot of fat. The bad boy put the paw of the pup into the fire. The pipe burst. Put the butter in the tub, and put the tub in the ice. Avoid the bad boy. The broad bright tide. Pass the pipe to Pat. Put the bat in the boat. Vote for the fife. Puff the pipe. Papa bade Tot be in at five. Put the pie by the fire. I bought the boy a toy. Trot off and put the pie in the stove. I bought the staff for papa. The prize to be fought for. The boys passed up in the boat. Bob and Fido fought for the prize. The poor pauper died. Fido appeared to be apt and bright. Put the pot on the stove. Tap the vat, and draw the beer for the drovers. Try to draw the bow.

FIRST LESSON—Reading Exercise.

7 - 4 - 2 x - b e - r - o x e 7 2
 - e . 7 x 9 - - 1 - e - - 7 x e -
 7 - 7 9 4 x - e o 1 7 . 7 - 7 x 6 -
 e 7 - v 7 - o x v 7 - 2 x - b 7 . 7
 7 x 7 7 - 7 - 7 x - o - o - e 7 - 7 x
 7 - 7 7 2 x v 7 . 7 o 2 x - 7 b 7 -
 b o 7 7 7 x - 7 7 x 7 - 7 7 7 - 7 -
 7 7 7 x 7 - 7 b x - 7 7 e x 7 - 7 -
 7 x 7 - 7 7 7 x 7 7 7 x 7 - 7 x 7 7 e
 1 7 7 7 x 7 - b b - 7 x . 7 - b . o x e
 o - 7 - b 7 - 7 x . 7 - 7 7 7 x - b
 7 7 7 x - b 7 9 7 7 x 7 - 7 o 7 7 -
 7 x - 1 7 e x 7 o 7 7 7 - 7 x 7 7
 7 7 x 7 - 7 - o - 1 7 - 7 x e
 - o - b x

SECOND LESSON.

VOWELS AND DIPHTHONGS.

ā, ō, as in eight, late, great.

ē, o, as in feet, meat, greet.

ě } as in edge, get, let.

ī } as in fit, lit, it.

oo } as in food, rule, fuel.

ū }
ow, ō as in out, owl, bowel.

CONSONANTS.

*L	R	K	G and J	H	W	KW
—	/	/	/	\	/	/

Note 1. "R" is added to the above consonants by merely thickening the sign, thus:

LR	RR	KR	GR and JR	HR	WR	KWR
—	/	/	/	\	/	/

Note 2. "S" is prefixed to all the above consonants by bending the beginning of the sign into a small hook, thus:

SL	SR	SK	SG and SJ	SW	SKW
✓	/	/	/	/	/

Note 3. "S" is added to the above consonants by bending the termination of the sign into a small hook, thus:

LS	RS	KS	GS and JS	HS	WS	KWS
/	/	/	/	\	/	/

When "ted" or "ded" terminate a word the vowel may be dropped and the two consonants traced as one sign.

* L and R are always traced upward.

SECOND LESSON.

l	ail	l	rakes
o	all	o	rolls
o	law	l	real
o	lay	o	roll
l	lieu	l	air
o	laws	o	oars
l	leal	o	rays
o	loll	o	raw
o	slow	o	roar
l	yule	o	roads
o	owl	l	rout
l	lap	l	read
o	lop	l	ride
l	sleep	o	roofs
l	loops.	o	rough
l	sloop	o	reefs
l	rude	o	arrive
o	loads	o	rovers
o	lodge	l	ricks
l	leak	o	rocks
o	lodger	l	rage
l	ledge	o	revile
o	ladders	o	retract
l	lead	o	raft

SECOND LESSON—Continued.

9	ogre	Ƴ	hope
1	eager	Ƴ	hoop
1	Jack	Ƴ	hip
Ƴ	Jake	6	hoe
Ƴ	joke	6	hie
Ƴ	gave	Ƴ	whole
Ƴ	Jove	Ƴ	hill
Ƴ	gape	Ƴ	hold
Ƴ	grapes	Ƴ	held
Ƴ	grade	Ƴ	perhaps
Ƴ	jolt	Ƴ	had
Ƴ	gild	Ƴ	hot
Ƴ	grab	Ƴ	hit
Ƴ	greek	Ƴ	height
Ƴ	graft	Ƴ	hist
Ƴ	bridges	Ƴ	hoist
Ƴ	brag	Ƴ	house
Ƴ	grub	Ƴ	halt
Ƴ	gripe	Ƴ	hilt
Ƴ	groop	Ƴ	hawk
6	grow	Ƴ	hop
1	grew	Ƴ	heed
1	gay	Ƴ	help
6	gray	Ƴ	happy

SECOND LESSON—Continued.

q	crops	8	slopes
l	crept	4	slips
f	creep	7	alive
v	croup	5	leave
8	crowd	2	allot
+	crude	8	alight
+	creeds	7	litter
+	cried	8	lights
q	cope	7	allude
p	capas	+	allayed
p	crape	1	adder
8	cut	1	aid
8	cull	1	days
α	cuff	8	steal
q	cover	+	spade
1	cruel	2	skill
8	cowl	+	scatters
1	cooler	8	scalp
+	goad	9	ochre
7	give	6	spoke
8	cowed	v	scoop
p	skip	q	possible
2	skiff	6	prosperous
2	school	2	characteristic

SECOND LESSON—Continued.

o	wall	o	quail
o	wail	o	squall
o	walk	o	quote
o	week	o	quota
o	wag	o	quaff
o	wage	o	quack
o	wad	o	quart
o	wade	o	quilt
o	away	o	quake
o	waft	o	querulous
o	wave	o	quadrille
o	wild	o	quadruple
o	waltz	o	query
o	water	o	quite
o	waiter	o	quit
o	sweet	o	queer
o	swell	o	quartette
o	swop	o	quaver
o	wabble	o	quibble
o	awake	o	squat
o	wile	o	quaker
o	west	o	acquire
o	warrior	o	quality
o	wet	o	quickset

SECOND LESSON—Continued.

well	}	we	}	you	}	she	}	
less	}	our	}	yours	}	hers	}	from
will	}	us	}	your	}		}	




What did you eat for breakfast? Let there be peace. The Jews kept the law. Bid him adieu. This is the law, obey it. Bid him bide with us awhile. The fate of the fat boy. The power of ubiquity in God. The discovery of the plot forced the traitors to flee away. A dissipated and dissolute fellow. The way was dark and dreary. List to the prattle of the little girl, and the coo of the baby. The pretty birds carol in the tree tops out in the fields. Give the poor girl the cup of jelly. The old folks dwelt in the cottage by the brook. Place lillies on the dead girl's head, and lillies on her breast. Water, pure water, for all. The old bucket dropped into the well. The old boat leaked. Hark! to the war cry. We daily ask bread of God. Let us all be up and at work while the day lasts. Give the wreath of laurel to the hero. We eat in order to live, but do we live in order to eat? A quack doctor. Wafer the letter. He vowed a vow to fight or die. The bough bowed over the vat. A wall of fire. Give the boy a quill to write with. The address to the troops produced strife. Let the door be ajar. The rider fell. Heed the boy's order. He spoke truly. A very useful box. Go away and play. The lapel of a coat. Rebuke the bad. A paper cap. A blue slipper. Try to behave better. A party on the river. A rapid racer. The cows are in the clover. A cluster of grapes. The lady has a lap-dog. A likely story, truly. Take away the gravy. Scouts are out.

SECOND LESSON—Reading Exercise.

6 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20
 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40
 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60
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THIRD LESSON.
CONSONANTS.

M N NG S and Z SH and ZH CH TH Y


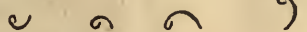
Note 1. "R" is prefixed to the following letters: m, n, ng, s and z, sh and zh, by thickening the sign, thus:

RM RN RNG RS RSH and RZH RCH

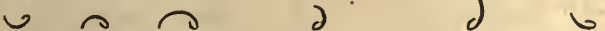

Note 2. "R" is added to "TH" by merely thickening the sign, thus:

THR

Note 3. "S" is prefixed to the above consonants by bending the beginning of the sign into a small hook, thus:

SM SN SNG SCH


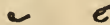
Note 4. "S" is added to the above consonants by bending the termination of the sign into a small hook, thus:

MS NS NGS SHS and ZHS CHS THS


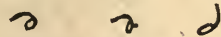
POSITION OF VOWELS.

Rule 3. Circles and ovals are joined with curved signs.

(a) Initial, inside the curve, as: am aim



(b) Terminal, inside of the curve, as: no nay shoe



(c) Medial, between two curves, inside the second, as man;
 between a curved and a straight outline always inside
 the curve.

*The affix "sion" and "tion" may be represented by the "sh" sign.

THIRD LESSON.

u	am	u	an
e	aim	u	earn
u	ma	o	urn
u	may	o	no
u	mail	u	nay
y	mack	u	noble
y	make	u	now
u	mouse	u	nigh
u	mad	u	never
u	made	u	knoll
u	marsh	u	nail
u	army	u	snug
u	amaze	u	snatch
u	motion	u	notch
u	mention	u	notes
u	moment	u	needs
u	snack	u	Nile
u	smoke	u	snail
u	mask	u	snap
u	mall	u	renew
u	mole	u	nippers
u	Mabel	u	nibbler
u	smote	u	name
u	mobs	u	numb

THIRD LESSON—Continued.

c	as	o	ocean
u	ease	o	show
o	so	h	harsh
l	say	z	shall
ph	sober	z	shell
o	sod	z	shot
sh	soft	z	sheet
z	saye	o	shop
ph	supper	o	ship
o	sole	o	shove
o	sell	o	shuffle
z	sack	o	shock
z	sage	o	shake
z	sake	z	shaft
o	sucker	h	shivers
z	recite	o	shippers
o	resume	o	shook
z	resent	z	shod
o	result	z	shatter
z	receive	o	sham
z	restrain	o	shame
o	recitation	z	shore
o	resemble	z	share
o	resolution	z	shelled

THIRD LESSON—Continued.

7	each	9	yacht
7	arch	9	yawl
2	chew	9	yell
2	chow	7	yet
1.	chat	9	yellow
2	chowder	9	yields
p.	cheap	9	yoke
9	cheek	7	yard
2	chill	2	yam
2	child	9	year
9	choke	9	yours
2	chaff	l	youth
7	chart	9	yonder
9)	church	9	young
2	cheat	9	yeast
2	chide	7	yankee
6	chum	9	yarn
2	change	9	yes
2	arched	9	yelp
2	charm	9	youngster
7	chap	9	Yatagan
9	choppers	7	yards
2	chapter	9	'yearn
9	checks	9	yon

THIRD LESSON—Continued.

٤	them	٥	match
٤٢	thither	٥٥	madness
٤٥	than	٥٦	magnate
٤٦	thrift	٥٧	machine
٤٧	thrive	٥٨	magic
٤٨	therefore	٥٩	maiden
٤٩	thank	٦٠	remit
٥٠	thatch	٦١	remote
٥١	though	٦٢	maker
٥٢	thought	٦٣	malefactor
٥٣	thoughtless	٦٤	maim
٥٤	Thesis	٦٥	action
٥٥	thieve	٦٦	poach
٥٦	thereby	٦٧	mission
٥٧	thee	٦٨	potion
٥٨	thong	٦٩	lotion
٥٩	thunder	٧٠	duration
٦٠	throat	٧١	fashion
٦١	throne	٧٢	decision
٦٢	thrush	٧٣	contrition
٦٣	thrash	٧٤	condition
٦٤	thrill	٧٥	moderation
٦٥	throb	٧٦	interruption
٦٦	thumb	٧٧	rotation

THIRD LESSON—Continued.

more	}	no	}	should	}	which	}	with	}
much		not		sure		such		would	
		nor							



To the diligent all things are possible. It becomes us better to be studious of our actions than to boast of our abilities. The fall of man is the subject of Milton's great poem. The star of hope lights man even in the gloomiest night. To combat against our own hearts is difficult. There are few heroes who maintain their characters till their old age. Talents without application are no security for progress. Prosperity gains friends, adversity tries them. No man is truly happy but he who is contented. Wisdom is more to be prized than riches, but virtue and devoutness the most. Virtue is the greatest ornament of man. The louder the man shouted the quicker the cow ran. The Greek and Roman philosophers firmly believed that the dead of night was the noon of thought. The smile of gaiety is often assumed while the heart aches within. Though folly may laugh, guilt will sting. Liberty carried to excess. As we cannot discern the shadow moving along the dial plate, so we cannot always trace our progress in knowledge. Chop the meat in the shop. The yeoman shot the foeman. Do not engross all the room. An embargo on commerce. You could not if you would, should not if you could. The bully lay in ambush to attack the butcher. Do not wound the youth. A fish chowder. A memorable day. The doings of society. A memorial was raised to the unknown dead. My father has shaved off his moustache. The chandelier fell and smashed the glasses. He missed the path and did not reach home until late that night. The aisle of the church. All the wise instructions of the law-giver, all the doctrines of the sage, all the ennobling strains of the poet, had perished in the ear, like a dream related, if letters had not preserved them.

THIRD LESSON—Reading Exercise.

1. k e w o t e i u r n x e l r
 2. 6 z m n a j - l r - x . b e f
 - g - l f - o u x l h f z e - u
 o e e e - b o m x h e . o r i u
 - p o l x . n y e h - r x - s f o k e e
 l l m o e x e e - d n o z o m x d
 n p r k i o r e f u m n r p m i
 e m - e r x - s o m e f - n x u
 - e n d r u o t i r . e e k a - f e
 - h o o m i f i l e n m f o e - t p
 r z x - h e - d o e - b r e o t j o k e
 y o m x e l e f . h y d - y - o l l d -
 - y - t z e e h o o x - h - z - r o b -
 - n o m x - u h - o r i e - o e l
 h x - q u o a e - e y z - l n e -
 e x - e i d e - e o z - e d - e
 h x - m o i e n r - e k l u b l q i f
 e - h i o t m e x e e - g o b x - l n
 r b e - v r w y - t i - h e - m m y
 o e o m - h r x e v r m l o e - k e
 - h m - g x . h e m r a - p - b n e
 q - o l u d - o m o e - h y i h z - o e x

FOURTH LESSON—Review.

↓	bab	q	copy
↓	babe	∂	coke
↓	Bible	⊖	comma
↓	babbler	⊖	comb
q	pup	∨	bevelled
↓	peep	∨	big
∂	tiger	h	believe
∂	trigger	h	bask
∂	trees	∂	era
∂	tries	∂	fowl
∨	tram	∂	freckle
∨	trample	∂	frizzle
∨	truth	∂	frisk
q	torch	∂	frolic
∂	sprig	∂	freight
∂	spite	∂	fate
∂	spades	∂	frail
∂	vase	∨	map
∂	views	∨	nap
∂	vague	∂	nape
∂	village	∂	mask
∂	digest	∂	mastiff
∂	disaffect	∂	dame
∂	disciple	∂	dam

FOURTH LESSON—Continued.

	scarlet		drab
	father		drank
	fortune		damp
	harvest		flag
	laugh		flange
	draft		gang
	laundry		gland
	laundress		hank
	bag		heath
	bans		have
	bland		quiz
	blank		quondam
	brand		quickest
	cash		latch
	catch		laps
	crash		mile
	crank		sash
	champ		scalpers
	cramp		scamp
	chap		scan
	clank		scant
	clad		scrap
	classic		scratch
	cabin		chad

FOURTH LESSON—Continued.

ʒ	shalt	ʒ	javelin
ʒ	snag	ʒ	lather
ʒ	snatch	ʒ	mammoth
ʒ	splash	ʒ	matin
ʒ	sprang	ʒ	maddock
ʒ	stamp	ʒ	maxim
ʒ	strap	ʒ	perish
ʒ	thank	ʒ	parish
ʒ	tracked	ʒ	parrot
ʒ	acid	ʒ	patent
ʒ	aspect	ʒ	planet
ʒ	aspen	ʒ	rather
ʒ	ballad	ʒ	salad
ʒ	ballot	ʒ	salver
ʒ	ballast	ʒ	scaffold
ʒ	brandy	ʒ	shallop
ʒ	franchise	ʒ	shanty
ʒ	gallop	ʒ	transcript
ʒ	gamut	ʒ	abash
ʒ	haddock	ʒ	adapt
ʒ	hammock	ʒ	attach
ʒ	handcuff	ʒ	attack
ʒ	havock	ʒ	April
ʒ	jacket	ʒ	cabal

FOURTH LESSON—Review.

cc	canal	h	change
h ₂	magnify	h	chased
l	epigram	+	crate
±	parapet	v	flame
o	parody	v	frame
h	caravan	o	graze
h	cranberry	±	grade
h	expansive	h	grange
h	expand	o	mace
3	dispatch	h	shave
±	distract	±	skate
±	decant	±	slake
h ₄	mishap	±	slate
h	refract	o	shake
h	retract	±	stage
±	age	±	state
h	brace	o	swathe
±	cage	v	famous
h	chief	h	gamester
o	aquatic	±	stately
±	elastic	v	inmate
h	fanatic	o	orange
±	scale	h	weapon
h	crave	h	scandalous

FOURTH LESSON.

Many boast themselves of great deeds, which they have never accomplished. Misers are like the donkeys, that carry gold and eat thistles. There is no mortal truly wise and restless at the same time: wisdom is the repose of the mind. Patience is a difficult attainment; many can teach it, but few learn it. A bone for the dog. Prosperity tries a man, adversity makes him. The yolk of an egg. A torn flag was borne to the fort. The whole fabric of society is cemented together by the principle of faith. Mutual trust is the very life of nations and men. How many hopes have quivered for us in the past year—have flashed like lightning in the summer nights and died forever. The fall of the leaf is a whisper to the living. He that hath no rule over his own spirit is like a city that is broken down and without walls. The winter of the old man's age is cheered with pleasing reflections of the past, and bright hopes for the future. The conscience is the voice of the soul, the passions are the voices of the body; to which of these voices shall we listen? There is no virtue without a characteristic beauty to make it loved by the good, and to make the bad ashamed of their neglect of it. The healthy, the temperate, and the virtuous, enjoy the true relish of pleasure. The more frequent our intercourse is with nations, the more our commerce will be extended. The noblest man is not always the most fortunate, and the richest not always the wisest. The wisest man is generally the most modest, the most stupid the most obtrusive. The clouds of care may darken over the Christian's path, but he can look up with filial trust to the guardian care of a beneficent Father. Wisdom is the associate of justice. It assists her to form equal laws, to pursue right measures, to correct power, to protect weakness, and to unite individuals in a common interest and general welfare.

FIFTH LESSON.

an, en, ni,	on, un,	ine	oin	own
2	5 (up)	2	9	6 (up)

Thicken the nasal signs to affix "R," thus:

banner	tenor	sinner	gunner	finer	joiner
h	~	6	7	2	4

When am, em, im, om, um, occur before "P" or "B," they are written as nasal signs.

















































When joining a nasal sign with a consonant sign an angle must be formed.



















































Write the following in shorthand characters:

Pen, pine, bin, bun, fin, fun, bronze, line, angle, energy, enervate, consonant, terminate, sign, joint, giant, thicken, second, founder, minnow, trombone, compost, foreman, condole, console, condolence, opponent, winnow, bunch, jump, uncouth, improve, plumpness, plunge, skim, trunk, gunwale, summons, underrate, rotund, concurrent, forerunner, impulsive, occurrence, front, monk, month, sponge, wont, bombast, money, mongrel, inconvenient, enough, wonderful, cousin, encompass, generally, durance, student, henpeck, temperament, implication, congregation, machination, conversation, innovation, invocation, sunshine, continental, incompetence, concomitant, examination, insensible, assigner, countermand, ensign, grinding, against, remembering, moistening, until, splint, insure, embossed, indented, indellible, connected, parenthesis, permanent, another, movement.

















































FIFTH LESSON.

	band		mend
	bind		mound
	bound		mind
	cant		long
	kind		lounge
	coined		pant
	count		banter
	fender		bunting
	finder		bending
	founder		sending
	tin		dental
	tyne		rental
	town		winsome
	din		handsome
	dine		stencil
	down		candid
	bend		wended
	bond		amend
	sin		denied
	sun		sing
	sign		unkind
	sound		unnumbered
	chin		unintentional
	banded		unconnected

FIFTH LESSON—Continued.

	unequal		nonsense
	uncounted		insult
	among		pantheon
	amount		country
	angling		honorary
	anger		enormously
	animate		exoneration
	animation		generally
	ankle		manfully
	anniversary		binding
	announce		grinding
	announcement		finding
	enunciate		drowning
	anointing		bounding
	anonymous		fountain
	antecedent		mountain
	amend		coined
	lend		scamper
	send		mper
	strand		impair
	lonely		umpire
	patent		boundary
	written		incontinence
	within		preponderance

FIFTH LESSON—Continued.

	impertinence		unkind
	maintain		unimportant
	mainsail		unintentional
	gainsay		unbind
	hailstone		unconscious
	mariner		uncongenial
	coroner		amber
	impart		employment
	impute		implement
	impotence		compliment
	impending		competent
	impenetrable		compendious
	impediment		compounder
	impatient		condense
	umbel		confinement
	umbilical		consent
	umbrage		convent
	umpirage		undone
	unaccompanied		groined
	unaccountable		loin
	unacquainted		joined
	unanimous		unremarked
	unanswerable		undersigned
	unmannerly		imply

FIFTH LESSON—Continued.

∨	amply	∩	inch
3	ambitious	3	incomparable
3	ambition	3	incompetence
3	ambulance	3	inconstant
3	ambush	3	inconvenience
∩	ambassador	∩	indecent
∨	employ	∩	indefensible
6	emporium	6	mendicant
3	impound	3	invent
2	impotence	3	inferential
3	impossible	3	infinite
∩	important	3	infringe
∨	implant	6	ingeniously
∩	impenitent	3	injunction
3	impellent	∩	instant
∩	impend	3	instinct
1	imp	3	intelligence
3	impolitic	∩	interment
6	impose	3	intrench
3	imposition	∩	inventor
3	imprudence	3	investor
∩	incandescent	∩	quarantine
3	incense	3	ungenerous
∩	incessant	∩	undermine

FIFTH LESSON.



Constancy in friendship denotes a generous mind. One vice is more expensive than many virtues. A tender loin of beef. The hound found a grouse. The bank will not discount my note. The amount is about nine hundred. I found a flounder. A profound student. Command the company of troops to dismount. An encounter with a mountebank. The boundary line. Health is of paramount importance. Our townsman is not in the town council. Pen a rejoinder to the clown. Anoint the skin with ointment. The man is not only an ingenious workman, but he has an ingenious or frank disposition. A manuscript is writing done by the hand. Compute the amount of the account. An impudent argument. The constable arrested the conjuror. Reticence is concealment by silence. Our antecedent correspondence. Pardon the inadvertance. Accomplish your task and then you can play. My champion had no weapon. The requisite amount was given by the gentleman. To-day is thine: improve to-day, nor trust to-morrow's distant ray. Wisdom is the repose of the mind. A friend is a coin—it is proved before it is taken. A sage once said: "There is no better possession than a sound understanding in a sound body." The desire to be free and independent is innate in every human being. The sound of the evening bell recalled tender memories of boyhood's days now past and gone. The combination of colors produced an elegant impression. I am not sounding the trumpet of war. I will cheerfully concede every reasonable demand for the sake of peace. Our land—the garden of liberty's tree—has been, and shall continue to be, the land of the free. A lively countenance is not always the sign of a quiet conscience. Constant dropping of the water wears away a stone.

FIFTH LESSON—Reading Exercise.



4, p e . s e x i d o h k u r x . ~
 e o h x - r r . d x - } r z u o x - e (
 f a v x . r . v x . d e u x e - h o
 t - e x . z e u x - t e x x o e u x o
 a a z s t x h . h - u x a - z / a u x -
 u a r . z e l u e . e o z } x . u (e r -
 b - u x z - e o z x . z u e x - h e -
 f x z (e u b w x o a u h u x u - u x
 h o z - u e l v x u } z n f x - f e e h
 b - u x - (e u n d) - e e e u l x
 e e e o e x . z e d e h h - z x . h
 o i e a . t . - e x . y / e u t } h . e
 u n a w d o x - i z d - u . (z i
 d e t x - w o u n t f - o d s e n
 e - t x - } o o d e . e } x e w -
 z o r e y e e d q e u i - y o o x o t e
 - h o l e u n n a h - y h t - r o d x
 - (e h) - n e e e u l x . y o u
 a e - e o e d x h e t o e e e . e x
 h e . p e . s e x i d o h - y , h e i
 u - e o z x e (y z - e x e u e . } u x
 u u h e t e e e x u - e o u e x

SIXTH LESSON.



When a word or syllable ends in "R" preceded by a vowel, the "R" may be expressed by reversing the position of the vowel.

















































Write the following in shorthand characters.

Harder, further, larder, tartar, martyr, smart, fear, fireworks, cancer, brimmer, glimmer, hammer, layer, primer, rasher, stammer, trencher, ulcer, voucher, banterer, glacier, gossamer, treasurer, composer, performer, reformer, sepulcher, armor, clamor, horror, juror, razor, rumor, sponsor, terror, tremor, tumor, emperor, aggressor, confessor, divisor, enamour, reporting, lecturer, error, terror, anterior, archer, corsair, sorcerer, demurrer, precursor, conjurer, workmanship, laureate, to-morrow, inserted, certainly, surveying, portmanteau, firmament, carefulness, assertion, circumlocution, circumstantial, circumnavigation, circumvent, nervousness, marriageable, Mortimer, shower, shore, charade, dreamer, parasite, horizon, horizontal, foremost, forthwith, verger, virginal, attired, aspired, thorax, thrower, Thorp, starlight, stork, mariner, partisan, particularity, regularity, similarity.

















































SIXTH LESSON.

l	bar	2	fewer
d	bore	l	lard
l	bear	l	leer
l	bower	o	lord
l	car	l	lowered
o	core	o	ogre
l	care	u	mire
l	cover	u	mare
l	cure	u	marts
o	dear	u	marble
o	door	u	marvel
l	dower	u	near
l	par	u	nigher
d	pore	u	north
d	pair	u	nerves
o	power	u	normal
l	tar	o	Norway
l	tear	o	shore
o	tore	o	short
l	tour	o	shear
o	tower	o	shire
l	far	l	sardine
o	fore	l	swords
o	fear	l	serf

SIXTH LESSON—Continued.

	server		grower
	surf		friar
	sire		truer
	seer		drawer
	sore		dare
	easier		drear
	busier		store
	embalmer		coward
	chair		bowered
	charmer		remark
	mortal		ignore
	mortice		Charles
	charts		partner
	certain		card
	sordid		market
	murder		merely
	merit		mark
	wire		moral
	were		servile
	trier		server
	drier		servant
	prior		nervous
	briar		sheriff
	crier		mortgage

SIXTH LESSON—Continued.

	mortality		large
	marginal		lark
	certain		park
	certificate		spark
	surprise		sharp
	sigher		smart
	career		snarl
	parrier		snort
	jeerer		starve
	interior		archer
	inferior		larboard
	exterior		margin
	warrior		tartar
	lie		embark
	law		hard
	inspire		hoard
	barbers		hurt
	bark		horrible
	barge		measure
	carpet		pleasure
	cart		treasure
	carve		seizure
	charger		morgue
	dart		slow

SIXTH LESSON—Continued.

ʋ	burley	ɔ̄	immortalize
ɔ̄	incur	ɔ̄	envar
ɔ̄	burden	ɔ̄	export
ɔ̄	burglar	ɔ̄	ford
ɔ̄	gored	ɔ̄	forge
ɔ̄	gurnet	ɔ̄	forth
ɔ̄	purser	ɔ̄	snore
ɔ̄	Saturn	ɔ̄	portray
ɔ̄	Thursday	ɔ̄	forego
ɔ̄	absurd	ɔ̄	adore
ɔ̄	demur	ɔ̄	porch
ɔ̄	disburse	ɔ̄	course
ɔ̄	surgery	ɔ̄	quarto
ɔ̄	insurgent	ɔ̄	sorrell
ɔ̄	usurp	ɔ̄	commodore
ɔ̄	verge	ɔ̄	quarrel
ɔ̄	signature	ɔ̄	surpass
ɔ̄	premature	ɔ̄	surplus
ɔ̄	sirloin	ɔ̄	surveying
ɔ̄	curtain	ɔ̄	demure
ɔ̄	circuit	ɔ̄	manure
ɔ̄	surfeit	ɔ̄	obscure
ɔ̄	marred	ɔ̄	durable
ɔ̄	survive	ɔ̄	torpid

SIXTH LESSON.



The chart is in the barge. A cart is in the park. The smart barber shaved the Mayor. The poor servant was liberally rewarded for his faithful services. Tar is on the spar. Carve with a sharp knife. He mounts his charger. Market is the place for barter. Discharge the prisoner. Unbar the door and allow him to depart. The servant of the peer married the sailor. The carter carted the barrels to the market. The report of the surveyor was accurate and satisfactory. The board reserved the power to bore. His heart is as hard as adamant. Bear and forbear. A mohair chair is in the parlor. Beware of the snare. A leap year occurs every fourth year. The overseer reported that the crops were a failure. The seizure was effected with horrible barbarity. The cashier of the bank was short in his accounts. The oppressed serf murdered the Czar. The people marvelled that Martin should make such progress in so short a time. The roar of the surf on the deserted beach terrified the watchers. The bower was covered with flowers of all sorts. The swords of the warriors were sharpened for future use. The murder of the Mayor was a barbarous deed. The lawyer passed into court through the rear door. The dog barks. The bard performed on the harp. The fireman poured a volume of water on the burning store, and subdued the fire in a short time. His remarks produced an uproar. The surplus in the exchequer. The surgeon prescribed a course of treatment for the sufferer. The gardens were dotted with bowers. A garland of laurel. Lower the barrel of beer into the cellar. The servant took care of the poor beggar boy. Hear my charge. Merely place the market goods on the marble table. The brave defenders of the fort showered bullets on the invaders. The cherries were ripe and good in the orchard.

SIXTH LESSON—Reading Exercise.

- 2 (2 / x . 4 c 2 d x - 0 t 2 - u x - t
 6 6 f f v u 2 2 x 2 c r 3 x 4 6 p
 m x 1 u 2 x u u u d x 2 c 4 2 2 x 7 - u
 1 - 0 - 8 u t x - 2 0 6 0 - 0 x 6 n
 v c 6 0 0 x - 6 6 - 6 - 2 x - 6 0 6
 6 2 - 6 2 x - 6 6 - 6 - d x u u c c u c u
 d - 7 x . 8 d (2 0 x d 0 0 x . 1 1 8 9 d
 2 x - 2 6 - 2 8 . 2 x - 2 6 2 - 1 2
 6 x - 2 0 2 6 2 - u 2 x - 2 6 0 - 6 x
 - 4 2 u u 2 4) 8 . (2 . u x - 8 0 6
 r 2 2 2 - 2 x - 2 2 2 2 2 2 2 2 x .
 - 6 6 2 1 2 0 0 6 x 2 2 - 2 2 - 2
 2 - 0 (2 2 x - 6 0 0 0 2 2 2 0 6 x -
 4 2 0 2 2 2 2 - 2 1 / 2 2 -
 2 - 2 2 x - 2 2 1 - 2 - 2 x - 0 0
 0 6 . 6 2 x - 2 2 2 6 6 - / 0 x - 2 2 x
 - 6 2 - 2 x - 2 2 . 2 0 6 - 2 0 0 -
 6 - 2 2 2 x u 2 2 . 2 x - 2 2 2 x
 - 2 2 . 0 0 2 2 - 2 x - 2 2 2 2 2 x
 . 4 0 2 x 2 - 6 0 1 2 0 x - 2 2 2 0
 2 2 6 x - 2 2 0 u / 2 2 2 - 2 2 -
 0 2 - 2 2 2 2 2 0 - 6 2 2 2
 2 0 x - 2 0 6 2 2 2 - 2 2 2 2 x

WHAT OUR PUPILS SAY.



I commenced the Acme System of Shorthand, not without grave doubts as to its capabilities. This was in the middle of August. By the middle of October, or within two months from the date of my first lesson, I found that I had thoroughly mastered the system, and could readily write and transcribe EIGHTY FIVE (85) words a minute.

Practice, including time occupied in writing exercises, averaged about two hours a day.

To those having limited time and wishing a good knowledge of Shorthand, the Acme System is to be commended.

P. J. MCHENRY, JR., 324 Delaware Avenue,
Washington, D. C.

It gives me great pleasure to state that after two months' instruction in the Acme System of Phonography, I was able to write from dictation at the rate of ONE HUNDRED AND EIGHTEEN WORDS per minute, and afterwards properly transcribe it. I do not mean by this that they were selected phrases that I had mastered, but flowing matter from any book.

LOUISE CONSTANCE BROWN, 314 M Street, N. W.
Washington, D. C.

You must think me a very slow pupil, and I am ; but remember, I am not able to spare more than one hour daily for shorthand, and even at that rate am subject to interruptions. Considering the little time devoted to study, I am quite satisfied with my progress, thoroughly convinced I could never have acquired any other system in this way. Previously I had carefully examined Ben. Pitman's, Munson's, Lindsay's Tachygraphy, Cross's Eclectic Shorthand, Stolze's (German) English Stenography, by Michealis, Scovil's, Edeography, and the Allen Method. All have points of excellence, but as systems they are too complicated. Your system is SIMPLE, LEGIBLE, RAPID, which in my opinion cannot be said of any of the others. I do not write this to you as a testimonial, but simply to let you know how thoroughly satisfied I am with your system.

Yours, truly,

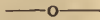
ROBT. DOBSON, Presbyterian Minister,
Mt. Carmel, Ill.

I consider your system the most easily acquired, the most legible, and with fair practice, the most rapid of any English system.

J. A. J. MCKENNA, Stenographer Privy Council,
Ottawa, aCanada.

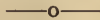
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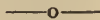
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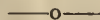
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